

APPENDIX A: Program Definitions

Capacity Building. Providing resources to build local capacity for the work to address housing related health hazards, including but not limited to lead-based paint hazard control work. This could include delivery of Essentials for Healthy Homes Practitioners Course and completion of other HUD-approved courses that further the effectiveness of healthy homes initiatives, housing-related health hazards interventions, weatherization, as well as lead hazard control interventions.

Document. When the NOFO asks applicants to document something it means that the applicant should provide written information and/or data in the application to satisfy that particular NOFO requirement.

Equipment. Any purchase or lease of equipment having a per-unit cost in excess of \$5,000.

Federal Awardee Performance and Integrity Information System (FAPIIS) is a database that has been established to track contractor misconduct and performance.

Insurance. Securing liability insurance for housing-related environmental health and safety hazard evaluation and control activities, if the scope of the insurance is restricted to work under this grant. Note: If the scope of the insurance is restricted to work under this grant; the cost is a direct cost. If the scope of the insurance is not restricted to work under this grant, such as insurance for facilities or those costs covered under an indirect cost rate plan, the insurance cost is considered an indirect cost.

Lead Safe Housing Rule compliance. Conducting planning, coordination, and training activities to comply with HUD's Lead Safe Housing Rule ([24 CFR 35, subparts B – R](#)). These activities must support the expansion of a workforce properly trained in lead-safe work practices that is available to conduct interim controls on HUD-assisted housing covered by these regulations. Activities should also include outreach and collaboration to Public Housing Agencies serving the community.

Low Income Family. A family whose income does not exceed 80 percent of the median income for the area, as determined by HUD with adjustments for smaller and larger families. However, HUD may establish income ceilings higher or lower than 80 percent of the median for the area on the basis of HUD's findings that such variations are necessary because of prevailing levels of construction costs or unusually high or low family incomes. HUD's most recent income limits are posted at <https://www.huduser.gov/portal/datasets/il.html>.

Occupant Blood Testing. Conducting pre-hazard control blood lead testing of persons residing in or frequently visited units undergoing lead hazard control work.

Professional Certifications and Licenses. Securing and maintaining certification and licenses for identification, remediation, and clearance of lead and other housing-related health and safety

hazards. There are no specific healthy homes certifications required, however it is encouraged that some healthy homes related training is received by the grantee.

Relocation means carrying out temporary relocation for families and individuals while the remediation is conducted and until the time the affected unit receives clearance for re-occupancy.

Section 3 Business Concern means:

(1) A business concern meeting at least one of the following criteria, documented within the last six-month period:

- (i) It is at least 51 percent owned and controlled by low- or very low-income persons;
- (ii) Over 75 percent of the labor hours performed for the business over the prior three-month period are performed by Section 3 workers; or
- (iii) It is a business at least 51 percent owned and controlled by current public housing residents or residents who currently live in Section 8-assisted housing.

(2) The status of a Section 3 business concern shall not be negatively affected by a prior arrest or conviction of its owner(s) or employees.

(3) Nothing in this part shall be construed to require the contracting or subcontracting of a Section 3 business concern. Section 3 business concerns are not exempt from meeting the specifications of the contract.

Standard Form 424 (SF424) Application for Federal Assistance Programs, required by discretionary grant programs.

APPENDIX B: Program Requirements and Prohibitions

- a. Cooperation with Related Research and Evaluation.** - Awardees shall cooperate fully with any research or evaluation sponsored by HUD, CDC, EPA or another government agency associated with this grant program, including preservation of project data and records and compiling requested information in formats provided by the researchers, evaluators or HUD. This also may include the compiling of certain relevant local demographic, dwelling unit, and participant data not contemplated in the original proposal. Participant data shall be subject to the Privacy Rule of the Health Insurance Portability and Accountability Act of 1996 (HIPAA). HIPAA and the Privacy Rule can be found at <http://www.hhs.gov/ocr/hipaa/>. For the programs in this NOFO, HUD does not expect research to be conducted that could affect human subjects. See paragraph f, below.
- b. Data Collection.** Awardees shall collect, maintain, and provide to HUD the data necessary to document and evaluate grant program outputs and outcomes.
- c. Economic Opportunities for Low- and Very Low-Income Persons (Section 3).** Section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. § 1701u) is applicable to grants funded under this lead hazard control and healthy homes grant program NOFO (see 24 CFR 75.3(a)(2)(i)). All grantees under this NOFO that conduct any project exceeding \$100,000 are required to comply with Section 3 for those projects. The project is the site or sites together with any building(s) and improvements located on the site(s)

that are under common ownership, management, and financing. If you plan to hire any new employees or award contracts to carry out the project(s), you must comply with the Section 3 requirements found at 24 CFR part 75, subpart C. If a project will also have housing and community development financial assistance or public housing assistance, you must also comply with 24 CFR part 75, subpart D. For projects for which you are required to comply with Section 3, any contractor, subcontractor or sub-grantee must also comply with the Section 3 requirements for any new training, hiring or sub-contracting opportunities provided under those contracts. Applicants for this grant program must plan to recruit and collect the level of detailed information to report out to the federal government the success of their efforts to meet these goals annually. For more information about Section 3, see HUD's Section 3 website, https://www.hud.gov/program_offices/field_policy_mgt/section3, particularly its Frequently Asked Questions document, which discusses lead hazard control and healthy homes grants, and HUD's Section 3 regulations (24 CFR Part 75), <https://www.ecfr.gov/cgi-bin/retrieveECFR?n=pt24.1.75>.

- d. **Replacing Existing Resources.** Funds received under the grant program covered under this NOFO shall not be used to replace existing community resources dedicated to any ongoing project.
- e. **Code of Conduct:** Federal regulations (2 CFR 200.318(c)) require non-Federal entities receiving Federal assistance awards, excluding States, to develop and maintain written standards/codes of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, award and administration of contracts. No employee, officer, or agent may participate in the selection, award, or administration of a contract supported by a Federal award if he or she has a real or apparent conflict of interest (2 CFR 200.318(c)(1)). States are required by Federal regulations (2 CFR 200.317) to follow the same policies and procedures they use for procurements from its non-Federal funds, including any code of conduct regulations. HUD grantees are required to submit their code of conduct to HUD. To determine if an applicant's organization is listed visit [Code of Conduct for HUD Grants Program](#). If applicant's organization is not listed, submissions instructions can also be found on the same page.
- f. **Institutional Review Board (IRB).** For the programs in this NOFO, funds should not be used for research that could affect human subjects..
- g. **Waste Disposal.** Applicants must handle waste disposal according to the requirements of the appropriate local, state, and federal regulatory agencies. Applicants must handle disposal of wastes from hazard control activities that contain lead-based paint, but are not classified as hazardous in accordance with state or local law or the HUD Guidelines. The Guidelines are available from the HUD website at: <http://www.hud.gov/offices/lead/lbp/hudguidelines/index.cfm>.
- h. **Worker Protection Procedures.** Applicants must observe the procedures for worker protection established in the HUD Guidelines, as well as the requirements of the Occupational Health and Safety Administration (OSHA) (29 CFR 1910, General Industry, and/or 1926, Construction, as applicable), or the state or local occupational safety and

health regulations, whichever are most protective. If other applicable requirements contain more stringent requirements than the HUD Guidelines, the more rigorous standards shall be followed.

- i. Notification Requirements.** All lead-based paint inspection and risk assessment results summaries of lead-based paint hazard control treatments, and clearance examination results must be provided to the owner of the unit, together with a notice describing the owner's legal duty to disclose the results to tenants and buyers (see 24 CFR 35.88 of the Lead Disclosure Rule). Grantee files must contain verifiable evidence of providing lead hazard evaluation and control reports to owners and tenants, such as a signed and dated receipt. Applicants should also describe how they will provide owners with lead hazard evaluation and control information generated by activities under this grant, so that the owner can comply with the Lead Disclosure Rule (24 CFR Part 35, subpart A, or the equivalent 40 CFR Part 745, subpart F) and the Lead Safe Housing Rule (24 CFR Part 35, subparts B–R).
- j. Trained and Certified Professionals.** All investigations and activities must be conducted by licensed or certified professionals as required in the jurisdictions and in compliance with HUD's Lead Safe Housing Rule. If lead hazard control activities are performed with healthy homes activities, they must be conducted by persons qualified according to 24 CFR Part 35, subparts B-R (possessing certification as abatement contractors, risk assessors, inspectors, abatement supervisors, abatement workers, or sampling technicians; or others having been trained in a HUD-approved course in lead-safe work practices), and all firms and persons (both workers and supervisors) conducting lead hazard control activities must be certified in accordance with the EPA's Renovation, Repair, and Painting (RRP) Rule (see 40 CFR Part 745 and <https://www.epa.gov/lead/pubs/renovation.htm>).
- k. Written Policies and Procedures.** Applicants must describe in the work plan policies and procedures for procurements (contracting), unit eligibility, unit selection and prioritization, all phases of healthy homes interventions, including assessments and testing, development of specifications for contractor bids, financing, and temporary relocation. Grantees, subcontractors, sub-grantees, sub-recipients, and their contractors must adhere to these policies and procedures.
- l. Integrated Pest Management (IPM).** All activities to reduce or control pest infestations shall be conducted in accordance with IPM practices and principles. IPM uses current, comprehensive information on the life cycles of pests and their interaction with the environment. This information, in combination with available pest control methods, is used to manage pest damage by the most economical means, and with the least possible hazard to people, property and the environment (see <https://www.epa.gov/safepestcontrol/integrated-pest-management-ipm-principles>)
- m. Dust Sampling Protocol.** Collection of settled dust samples for environmental allergen analysis (e.g., cockroach, dust mite) must follow HUD's standard dust sampling protocol, which is posted on the OLHCHH website under "Grantee Resources" at

<http://www.hud.gov/programoffices/healthyhomes/lbp/lhc>. If applicants choose to use a different protocol, applicants must provide a strong technical justification to HUD.

- n. Evaluation.** Evaluation of the environmental and/or health outcomes of an applicant's program is encouraged but not required. If an applicant conducts an evaluation, it should include a formalized structure to address the effectiveness of the applicant project's approach and its implementation with respect to the outcomes being assessed. A pertinent example of an outline of an evaluation plan is provided on the CDC asthma website, in the CDC's "Learning & Growing through Evaluation: State Asthma Program Evaluation Guide", Appendix F, "Individual Evaluation Plan Outline" (http://www.cdc.gov/asthma/program_eval/AppendixF_Evaluation_Plan_Outline.doc)
- o. Matching Funds Requirement.** The program under this NOFO requires an applicant to leverage resources through cost sharing or matching as described below. The chart below shows the minimum match requirement, the minimum percentage of Federal funds for Direct Healthy Home Remediation Costs, and the maximum administrative cost allowed.

Match Requirements and Costs Table			
Program	Minimum Match of Federal request	Minimum Healthy Homes Direct Costs	Maximum Administrative Costs
Healthy Homes Production Program	10 percent	65 percent	10 percent

NOTE: Applicants are responsible for providing the total amount of match dollars for proposed contributions in the application. Even if any of these contributions are not received from committed donors during the period of performance of the grant, the Grantee is still responsible for providing the match proposed, during the period of performance.

- p. Permissible Match Contributions** include:
- (1) Any state or local government sources, e.g., CDBG funds (which are statutorily considered state/local funds), and any private contributions, foundations, etc. may be used as match providing the funds are designated to complete the specific activities and/or allowable costs identified in this NOFO. Federal sources (e.g., HOME or Weatherization Assistance Program funds) are not allowable sources of match. **Please note: match funds must be used only for carrying out eligible activities in this NOFO;**
 - (2) Documentation of Contributions from Property Owners. For the share of hazard remediation costs contributed by a homeowner or landlord, detailed documentation of the cost incurred by the homeowner or landlord will be necessary during the period of performance of the grant. Owner contributions are limited to what can be supported and verified by a third party, such as materials paid for and provided by the owner or labor that the owner paid and can document with receipts/records. Labor contributed by the owner must be verified by a third party and valued at market rates. The Applicant is responsible for providing the total amount of the match dollars of

proposed contributions from property owners if these contributions are not met. Such funds may not come from other OLHCHH funds and must conform to the limitations on use of Federal funds for matching fund purposes;

- (3) Donations. The value of items, such as paint and other materials or equipment that are used for hazard remediation, must be established at market rates;
- (4) For services or products provided at a discount rate, the discounted part of the fee or price is the eligible match, not the entire value of the services or products. For example, if a supply company provides a product to the contractor at a lower rate, the difference in the cost of the product the supplier would typically charge and the discounted rate is a match if otherwise eligible; and
- (5) Third Party In-Kind Contributions - services of employees, etc. See 2 CFR 200.306 for additional information on third party in-kind contributions.

q. Application Consistency.

- (1) Applicants should ensure that the same total match amount is shown in the SF424 Application for Federal Assistance, Form HUD 424 CBW: Detailed Budget Worksheet, and in the narrative response, refer to Rating Factor 3: Program Financial Management: A (4);
- (2) The total match amount shown is the sum of the individual components of the total match; and
- (3) All letters of commitment **MUST** clearly identify the amount, eligible source(s) and proposed use(s) of matching funds committed.

r. Limitation on use of funds. Applicants may not use grant funds for any of the following activities:

- (1) Purchase of real property.
- (2) Purchase or lease of equipment having a per-unit cost in excess of \$5,000, except for the purchase or lease of one X-ray fluorescence (XRF) analyzer to be used exclusively by the grant program. Award recipients that purchase XRF analyzers must submit the General Services Administration's annual Tangible Personal Property Report, and its components, Standard Form (SF) 428 and SF 428-A through 428-D, the Annual Report, the Final (Award Closeout) Report, and the Disposition Report/Request, and, if needed, the Supplemental Sheet SF-428-S (see <https://www.grants.gov/web/grants/forms/post-award-reporting-forms.html>).
- (3) Chelation or other medical treatment costs related to children with elevated blood lead levels (EBLs) or asthma related medical treatment costs. Non-federal funds used to cover these costs may not be counted as part of the matching contribution.
- (4) Funds under this program used to address lead-based paint hazards may be used only to reduce lead-based paint hazards using interim controls (see Chapter 11 of the HUD Guidelines to Identify and Control Lead-Based Paint Hazards in Housing). Lead hazard evaluation and/or control activities must not be a principal focus of the housing-related health hazard evaluation or remediation. State or local governmental applicants interested in primarily conducting residential lead hazard evaluation and/or control activities should consider applying under HUD's FY2021 Lead Hazard Reduction Grant Program, being published separately from this NOFO.

- (5) Funds may not be used solely for behavioral change activities, resident education and outreach, or home health and safety “drop-off” kits; when such activities are conducted, the activity must be combined with remediating existing residential health and safety hazards;
- (6) Funds must not be used for hazard evaluation and remediation in housing covered by a pending or final HUD, EPA, and/or Department of Justice settlement agreement, consent decree, court order or other similar action regarding violation of the Lead Disclosure Rule ([24 CFR part 35, Subpart A](#), or the equivalent [40 CFR part 745, subpart F](#)), or by HUD regarding the Lead Safe Housing Rule ([24 CFR 35, subparts B–R](#)).
- (7) Activities that do not comply with the Coastal Barrier Resources Act (16 U.S.C. § 3501).
- (8) Funds may not be used for hazard evaluation and remediation in properties located in an area identified by the Federal Emergency Management Agency (FEMA) under the Flood Disaster Protection Act of 1973 (42 U.S.C. §§ 4001–4128) as having special flood hazards unless:
 - (a) The community in which the area is situated is participating in the National Flood Insurance Program in accordance with the applicable regulations (44 CFR parts 59-79), or less than a year has passed since FEMA notification regarding these hazards; and
 - (b) Where the community is participating in the National Flood Insurance Program, flood insurance on the property is obtained in accordance with section 102(a) of the Flood Disaster Protection Act (42 U.S.C. § 4012a(a)). Applicants are responsible for assuring that flood insurance is obtained and maintained for the appropriate amount and term.
- (9) Demolition of housing units or detached buildings as a means of healthy home intervention and/or the replacement of such structures.
- (10) Duct cleaning, except if recommended by a qualified professional for the special circumstances described in EPA’s guidance at <http://www.epa.gov/iaq/pubs/airduct.html>.
- (11) Full home rehabilitation due to toxic environments caused by resident behavior. Funds from this grant can be used for small cleanups of hazardous home environments due to contaminants such as methamphetamine use, but these funds are not intended for use in full home rehabilitation due to such contamination.

APPENDIX C: Environmental Requirements

- a. Award of an FY 2021 Healthy Homes Production Grant does not constitute approval of specific sites where activities that are subject to environmental review may be carried out. Recipients of funding under this NOFO that are states, units of general local government or Native American tribes must carry out environmental review responsibilities as a responsible entity under 24 CFR part 58, “Environmental Review Procedures for Entities Assuming HUD Environmental Responsibilities.” For recipients that are not a state, unit of general local government, or Native American tribe (or a consortium with such a government as principal

applicant), the responsible entity designated under section 58.2(a)(7) will (per sections 58.1(b)(7) and 58.4(a)) perform environmental reviews of proposed activities under part 58. Under 24 CFR 58.11, where the recipient is not a State, unit of general local government or Native American tribe, if a responsible entity objects to performing the environmental review, or the recipient objects to the responsible entity performing the environmental review, HUD may designate another responsible entity to perform the review or may perform the environmental review itself under the provisions of 24 CFR part 50. When HUD performs the review itself, following grant award execution, HUD will be responsible for ensuring that any necessary environmental reviews are completed. Reasonable expenses incurred for compliance with these environmental requirements are eligible expenses under this NOFO.

- b. For all grants awarded under this NOFO, recipients and other participants in the project are prohibited from undertaking or committing or expending HUD or non-HUD funds on a project or activities under this NOFO (other than activities listed at 24 CFR 58.34, 58.35(b) or 58.22(f), e.g., lead-based paint inspections, risk assessments, and housing related health hazard assessments using the Healthy Homes Supplement Funds), until the recipient or other responsible entity completes a tiered environmental review (ref. 24 CFR 58.15) including the submission, and HUD approval, of a Request for Release of Funds and the recipient's Environmental Certification (both on Form HUD 7015.15), or, in instances where the HUD performs the environmental review under part 50, HUD has completed the review and notified the grantee of its approval. The application constitutes an assurance that the applicant will comply with this prohibition until HUD approval of the Form HUD 7015.15 and a site-specific Tier 2 environmental review is completed. Additionally, the application constitutes an assurance that the recipient will carry out mitigating measures or select alternate eligible property. The results of the environmental review may require that proposed activities be modified, or proposed sites rejected.
- c. Recipients of a grant under this NOFO will be provided additional guidance in these environmental responsibilities. For technical assistance with environmental reviews during the period of performance of a grant under this NOFO, contact Karen Griego, the Office of Lead Hazard Control and Healthy Homes' Program Environmental Clearance Officer at 505-346-6462 (this is not a toll-free number). If you are hearing or speech impaired person, you may reach the telephone number above via TTY by calling the Federal Relay Service at 800-877-8339. For Part 58 procedures, see <https://www.onecpd.info/environmental-review/>.

APPENDIX D: Sample Budget

[This budget example can be used for the Master Budget and for any other sub-recipient or contractor that requires a separate budget narrative and budget worksheet Form HUD-424-CBW. The lists of personnel, travel activities, equipment, supplies and materials, and contracts, and their quantity and dollar values are all just examples to prompt development of the applicant's proposal, so "Example:" has been added to each item in this appendix to make explicit that these are not the only or even necessarily the best or preferred approaches to addressing the ten categories in the worksheet form, nor are the quantities and amounts necessarily the best or preferred numbers.]

(Grantee name) is applying to become a grantee under HUD's FY 2021 Healthy Homes Production Grant Program to implement (Program name, e.g. My-Town Makes Homes Healthy and Safe Program) that will (very brief summary of the program goals and approach). The program will contain the following expenses as direct costs, administrative costs, and match:

Total Amount: \$1,993,146 (Direct: \$1,460,996, Admin: \$473,124, Match: \$59,026)

1. Personnel: Total Amount: \$289,188 (Direct: \$243,294, Admin: \$9,800, Match: \$45,894)

List of Personnel Duties and Roles [as in the following examples]:

Program Manager: List description of duties and roles by direct cost and other direct cost categories for each personnel per policy, along with the amounts to be charged to the grant and to be provided as match (or leveraging) by the applicant. Example: **\$12,250 (Direct: \$9,800, Admin: \$9,800, Match: \$2,450)**

Program Director: List description of duties and roles by direct cost and other direct cost categories for each personnel per policy, along with the amounts to be charged to the grant and to be provided as match (or leveraging) by the applicant. Example: **\$157,500 (Direct: \$126,000, Match: \$31,500)**

Rehabilitation Specialist: List description of duties and roles by direct cost and other direct cost categories for each personnel per policy, along with the amounts to be charged to the grant and to be provided as match (or leveraging) by the applicant. Example: **\$26,250 (Direct: \$23,625, Match: \$2,625)**

Housing Health and Safety Assessors: List description of duties and roles by direct cost and other direct cost categories for each personnel per policy, along with the amounts to be charged to the grant and to be provided as match (or leveraging) by the applicant. Example: **\$31,500 (Direct: \$28,350, Match: \$3,150)**

Staff Accountant: List description of duties and roles by direct cost and other direct cost categories for each personnel per policy, along with the amounts to be charged to the grant and to be provided as match (or leveraging) by the applicant. Example: **\$9,188 (Direct: \$8,269, Match: \$919)**

Clerk: List description of duties and roles by direct cost and other direct cost categories for each personnel per policy, along with the amounts to be charged to the grant and to be provided as match (or leveraging) by the applicant. Example: **\$52,500 (Direct: \$47,250, Match: \$5,250)**

2. Fringe Benefits: Total Amount: Example: \$75,189 (Direct: \$63,256, Admin: \$2,548, Match: \$11,932)

[Include the type of benefits for each personnel by stating name and benefits, as in the following examples.]

Public Employees Retirement System contribution: Example: **\$34,703 (Direct: \$29,195, Admin: \$1,176, Match: \$5,507)**

Medical/Health Insurance: Example: **\$23,135 (Direct: \$19,463, Admin: \$784, Match: \$3,671)**

Workers Compensation: Example: **\$5,784 (Direct: \$4,865, Admin: \$196, Match: \$917)**

Medicare: Example: **\$11,568 (Direct: \$9,731, Admin: \$392, Match: \$1,835)**

3. Travel: Total Amount: Example: \$12,133 (Direct: \$6,067, Admin: \$6,067)

[Provide descriptions as in the following examples.]

3a) Transportation – Airfare: Example: \$3,862 (Direct: \$1,931, Admin: \$1,931)
OLHCHH-required travel for the program director and program manager; calculated for one start up conference and 3 additional annual healthy homes conferences (two conference attendees per year). Calculated at a unit cost of \$482.74.

3b) Transportation – Other: Example: \$6,146 (Direct: \$3,073, Admin: \$3,073)

Lodging- Example: consists of overnight stay for three annual HUD conferences averaging four nights per conference for the PD and PM at \$226.09 a night for a total of **\$5,426 (Direct: \$2,713, Admin: \$2,713)**

Airport shuttle- Example: transportation from airport to hotel during required healthy homes conferences. \$25 per one-way trip for the PD and PM 6 round trips, for a total of **\$300 (Direct: \$150, Admin: \$150)**

Healthy Homes Training mileage- Example: includes staff's in-state travel mileage for 5 staff @ 50 miles round trip/day * 3 days * \$0.560/mile. Total of \$420 **(Direct: \$210, Admin: \$210)**

3c) Per Diem or Subsistence \$2,126 (Admin: \$1,062, Match: \$1,062)

Example: HUD conferences- out of state per diem totals \$37.95 for 4 days for the PD and PM for the NGO and 3 annual Program Managers Schools, for total of **\$1,214 (Direct: \$607, Admin: \$607)**

Example: Three additional Healthy Homes conferences out of state \$37.95 per diem) for 2 people for 4 days, for a total of **\$912 (Admin: \$456, Match: \$456)**

4. Equipment: Example: Total Amount: \$2,145 (Direct: \$2,145)

[Describe each line justification; as in the following examples.]

Example: Drywall moisture sensor (3 @\$625): **(Direct: \$1,875)**

Example: Carbon monoxide sensors (3 @\$90): **(Direct: \$270)**

5. Supplies and Materials -Describe each line-item justification: Total Amount: Example: \$10,680 (Direct Cost: \$8,880; Match \$1,800)

Example: Carbon monoxide – smoke detectors: 434 @ \$20 **(Direct Cost: \$8,680; Match \$0)**

Example: General Office Supplies: File folders, note pads, pens, paperclips, photocopy paper, envelopes, etc. **(Direct: \$200, Admin: \$2,000)**

6. Consultants: Example: \$0**7. Contracts and Subgrantees: Total Amount: Example: Direct: \$1,063,500**

[Include scope of work, cost of contract, and average unit (quantity) cost times the # of units (quantities) projected, such as in the following examples.]

Example: Healthy Homes Assessments: 434 homes @ \$250 **(Direct: \$108,500)**

Example: Healthy Homes Minimal Interventions in 75% of homes: 325 homes @ \$400 **(Direct: \$130,000)**

Example: Healthy Homes Substantial Interventions in 20% of homes: 86 homes @ 9,000 **(Direct: \$774,000)**

[Include as applicable:]

Subrecipients/ Partners [such as in these example]:

Example: (Head Start and Early Head Start) - Describe duties and roles to the grant. **(Direct: \$16,000)**

Example: Health Association: List roles to the grant. **(Direct: \$10,000)**

Example: Regional Health District: List roles to the grant. **(Direct: \$15,000)**

Example: Hospital Council: List the roles to the grant. **(Direct: \$10,000)**

8. Construction: Example: \$0**9. Other Direct Costs: Total Amount: Example: \$75,054**

[Describe each line-item justification, such as in the following examples.]

Example: Temporary relocation: (Provide details and amount) **(Direct: \$3,000)**

Example: Outreach/Marketing Materials: (Provide details and amount) **(Direct: \$70,000)**

Example: Conference registration- costs associated with registration fees for three annual healthy homes conferences for the PD and PM. Calculated at a unit cost of \$200.
(Match: \$1,200)

Example: Staff training: (Provide details and amount) **(Direct: \$854)**

10. Indirect Costs (if applicable): Total Amount: Example: \$458,366

[Provide the following information.] Include rate, indirect cost base, and total amount. Indicate whether or not you have a current negotiated indirect cost rate agreement, the rate(s), the base amount to which the indirect cost rate is applied (indicating whether the modified total direct cost (MTDC) approach of 2 CFR 200 is being used (and, if so, how many subcontracts or subgrants have award amounts that exceed \$25,000 (as needed for determining the MTDC)), and the auditing agency with which you have the agreement. See Appendix C, Program Requirements and Prohibitions, for more detail on indirect costs.

Example: Base determined using modified total direct costs method of 2 CFR 200, and assuming that all contracts and subgrants will be no greater than \$25,000 apiece.
31% indirect cost rate on base of \$1,460,996. **(Admin: \$452,909)**